

Master Specification Part PC-RW10

Railways Management Planning

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Contents

Contents	3
PC-RW10 Railway Management Planning	4
1 General	4
2 Documentation	4
3 Contractor's obligations	7
4 Contractor's program	8
5 Records	8
6 Gate details	8
7 Hold Points	8
8 Appendix 1: Gate details	9

PC-RW10 Railway Management Planning

1 General

- a) This Master Specification Part sets out the requirements for planning the management of the Contractor's activities for Rail Infrastructure within the Adelaide Metropolitan Passenger Rail Network (AMPRN), including:
 - i) the documentation requirements, as set out in section 2;
 - ii) the Contractor's obligations, as set out in section 3;
 - iii) the Contractor's program requirements, as set out in section 4;
 - iv) the records requirements, as set out in section 5;
 - v) the gate details, as set out in section 6; and
 - vi) the Hold Point requirements, as set out in section 7.
- b) The planning for the management of the Contractor's activities for Rail Infrastructure must comply with:
 - i) the Reference Documents, including:
 - A. AMPRN Rules and Procedures;
 - B. ARTC Network Rules and Procedures (available at <https://www.artc.com.au/customers/operations/rules-procedures/sa-wa-western-vic/>); and
 - C. Office of the National Rail Safety Regulator (ONRSR) Asset Management Guidelines; and
 - ii) all applicable Laws, including Rail Safety National Law (SA) Act and Regulations (RSNL).

2 Documentation

2.1 Contractor's master management plan

- a) The Contractor must prepare a master management plan which includes the elements of planning, design, construction and handover requirements for Rail Infrastructure within the AMPRN including:
 - i) quality management in accordance with PC-QA1 "Quality Management Requirements" or PC-QA2 "Quality Management Requirements for Major Projects" (as applicable);
 - ii) business and enterprise risk management in accordance with PC-PM4 "Risk Management";
 - iii) work health and safety management in accordance with PC-WHS1 "Work Health and Safety";
 - iv) environmental management in accordance with PC-ENV1 "Environmental Management";
 - v) project management in accordance with section PC-PM 1 to 5 "Project Management";
 - vi) engineering and design management in accordance with PC-EMD1 "Design Management" and PC-RW30 "Design";
 - vii) system and safety assurance in accordance with PC-RW20 "System Safety and Assurance";

- viii) resource management;
 - ix) railway corridor access management in accordance with PC-RW40 “Track Access”;
 - x) the Contractor’s rail operations management in accordance with section 2.2;
 - xi) the Contractor’s asset management in accordance with PC-RW60 “Asset Management Handover”;
 - xii) stakeholder and community engagement in accordance with section PC-CS1 “Community Engagement and Media Management”;
 - xiii) inspection, testing and commissioning in accordance with PC-RW50 “Inspection, Testing and Commissioning”;
 - xiv) asset handover in accordance with PC-RW60 “Asset Management Handover”;
 - xv) operational readiness; and
 - xvi) operator and maintainer training plan in accordance with section 2.3.
- b) The Contractor may elect to prepare individual plans to comply with the requirements of section 2.1a).
- c) The master management plan is deemed to be a Project Plan and must be prepared, submitted and updated in accordance with the requirements of PC-PM1 “Project Management and Reporting”.

2.2 Railway operation management plan

- a) The Contractor must prepare a railway operations management plan which details the processes and procedures for the Contractor to interface with rail transport operators (RTO) on the AMPRN, other RTOs and rail service providers, including:
- i) an overview of all work carried out within the rail corridor;
 - ii) demonstrating compliance with the relevant requirements of Rail Safety National Law (South Australia) Act 2012, the Rail Commissioner and the Contract Documents;
 - iii) roles, responsibilities and accountabilities with respect to management of rail operations;
 - iv) proposed structure of documentation management related to rail operations, which must include details of interfaces between the railway operations management plan and other management documentation prepared for the Project;
 - v) the management of interfaces between the Works, RTO’s and the rail service providers, including:
 - A. preparation of documentation, to support the management of interfaces, addressing the requirements of the interface coordination plans, and interface agreements;
 - B. details of the scope of works interfacing with the Rail Infrastructure;
 - C. high level program of Works interfacing with the Rail Commissioner and RTOs which can refer to, or be part of, the Contract Program;
 - D. summary of the proposed involvement of the Rail Commissioner in any commissioning and decommissioning procedures; and
 - E. consultation strategy with the Rail Commissioner;
 - vi) procedures to address the management, and details of proposed arrangements for:
 - A. where required in the Contract Documents, the establishment of a track access and occupations planning group involving the Rail Commissioner, the Principal,

- the Contractor and other such parties as necessary to satisfactorily plan and implement the Work;
- B. site access arrangements and track occupancy, including any planned impacts on rail services and arrangements for management of unplanned disruptions to rail services;
- C. maintenance of operational Rail Infrastructure during the Works;
- D. track protection;
- E. staff training and accreditation requirements for planning and implementation of occupation management;
- F. any operation of rolling stock for construction purposes;
- G. where operating in the electrified environment, details of operating under the Rail Commissioner's safety management system electrical procedures and the electrical network safety rules;
- H. risk, quality and safety requirements;
- I. emergency and security response procedures; and
- J. notification requirements;
- vii) details of any measures to prevent damage to Rail Infrastructure, including overhead wires and underground cables;
- viii) details of any temporary track crossings for vehicles and personnel and measures to prevent unauthorised crossing of tracks;
- ix) where applicable, calculations necessary to demonstrate that piling, earthworks or temporary works do not affect the stability or alignment of the Rail Infrastructure;
- x) method of review and update of the railway operations management plan, including arrangements for preparation of addenda;
- xi) procedures for audit of the railway operations management plan and its implementation;
- xii) references to the relevant parts of the Contractor's other Project Plans and management plans (e.g. rail safety management plan, risk management plan and quality plan); and
- xiii) any other relevant matters to associated with railway operations for the Project.
- b) The Contractor must work collaboratively with the Principal, Rail Commissioner, RTOs and rail service providers in the development of the railway operations management plan.
- c) The railway operations management plan must be prepared, submitted and updated in accordance with the requirements of PC-PM1 "Project Management and Reporting".
- d) The Contractor must submit the railway operations management plan at least 20 Business Days prior to the commencement of the Work on Site.
- e) An updated railway operations management plan must be submitted 20 Business Days prior to Gate 4B as per Appendix 1: Gate details.

2.3 Operator and maintainer training plan

- a) In addition to the training requirements in PC-PM3 "Contractor's Personnel and Training" the Contractor must prepare an operator and maintainer training plan specific to the requirements for railway operators and maintainers that addresses the following:
 - i) how training will be carried out and assessed;
 - ii) the training goals (outcomes) and learning objectives (competencies);
 - iii) how training assessment and validation will be captured as evidence;

- iv) how training records will be controlled and managed;
 - v) what training material will be developed with timeframes for development, review, delivery and assessments;
 - vi) how training material will be reviewed by the Principal prior to delivery;
 - vii) roles and responsibilities including trainer and / or assessor qualifications and experience; and
 - viii) any resource requirements.
- b) The operator and maintainer training plan must be prepared, submitted and updated in accordance with the requirements of PC-PM1 “Project Management and Reporting”.
 - c) The operator and maintainer training plan must be submitted 20 Business days following the Commencement Date.
 - d) An updated operator and maintainer training plan must be submitted 20 Business Days prior to Gate 4C as per Appendix 1: Gate details.

3 Contractor’s obligations

- a) The Contractor must:
 - i) develop and implement engineering and design management processes as required by PC-EDM1 “Design Management” and PC-RW30 “Design”;
 - ii) implement a systems engineering approach to the management of engineering and design activities as per the requirements of PC-RW30 “Design”;
 - iii) comply with the AMPRN Rules and Procedures and ARTC Network Rules and Procedures;
 - iv) provide all necessary documentation required to demonstrate safe operation of the Rail Infrastructure;
 - v) provide the Contractor’s documents to the Principal and Rail Commissioner in a manner which enables the engineering authority approval to be obtained before implementation; and
 - vi) provide reasonable assistance and support to the Principal and the Rail Commissioner to enable the Rail Commissioner to maintain its accreditation in respect of the changes to the AMPRN including support during ONRSR audits.
- b) In addition to the requirements of PC-RW50 “Inspection, Testing and Commissioning” the Contractor must ensure that for all equipment installed on Rail Infrastructure:
 - i) system integration is achieved for the new equipment;
 - ii) system integration with existing systems installed on the AMPRN is achieved for new equipment; and
 - iii) the equipment has no detrimental effect on neighbouring equipment or systems to the railway.
- c) The Contractor is responsible for all planning and management associated with access to the AMPRN rail corridor in accordance with PC-RW40 “Track Access”.
- d) Where the Contractor proposes to temporarily close an item of Railway Infrastructure or requires the temporary suspension of train operations, details of the proposal must be included in the Railway Operations Management Plan required by section 2.2.
- e) In addition to the requirements to access the AMPRN in PC-RW40 “Track Access”, the Contractor must liaise with the Principal and provide all necessary information to undertake community consultation, including where disruptions will occur to regular passenger transport services, including temporary closures. The information must be provided at least 20 Business

Days prior to the proposal being implemented and will constitute a **Hold Point**. The temporary closure or suspension cannot commence until this Hold Point is released.

4 Contractor's program

In addition to the requirements set out in PC-PM2 "Contract Program", the Contract Program must include:

- a) all work within the rail corridor;
- b) any defined rail corridor closure periods;
- c) any track occupation; and
- d) a t-minus schedule outlining all activities to achieve asset readiness and handover.

5 Records

The Contractor must develop, maintain and supply all records as necessary to provide evidence of compliance with the requirements of this Master Specification Part in accordance with the requirements of PC-RW60 "Asset Management Handover".

6 Gate details

All Rail Infrastructure projects must comply with the gate details in Appendix 1: Gate details.

7 Hold Points

Table PC-RW10 7-1 details the review period or notification period, and type (documentation or construction quality) for each Hold Point referenced in this Master Specification Part:

Table PC-RW10 7-1 Hold Points

Section reference	Hold Point	Documentation or construction quality	Review period or notification period
3e)	All information required by the Principal for the temporarily closure of an item of Rail Infrastructure or the temporary suspension of train operations	Documentation	20 Business Days prior to closure or temporary suspension

8 Appendix 1: Gate details

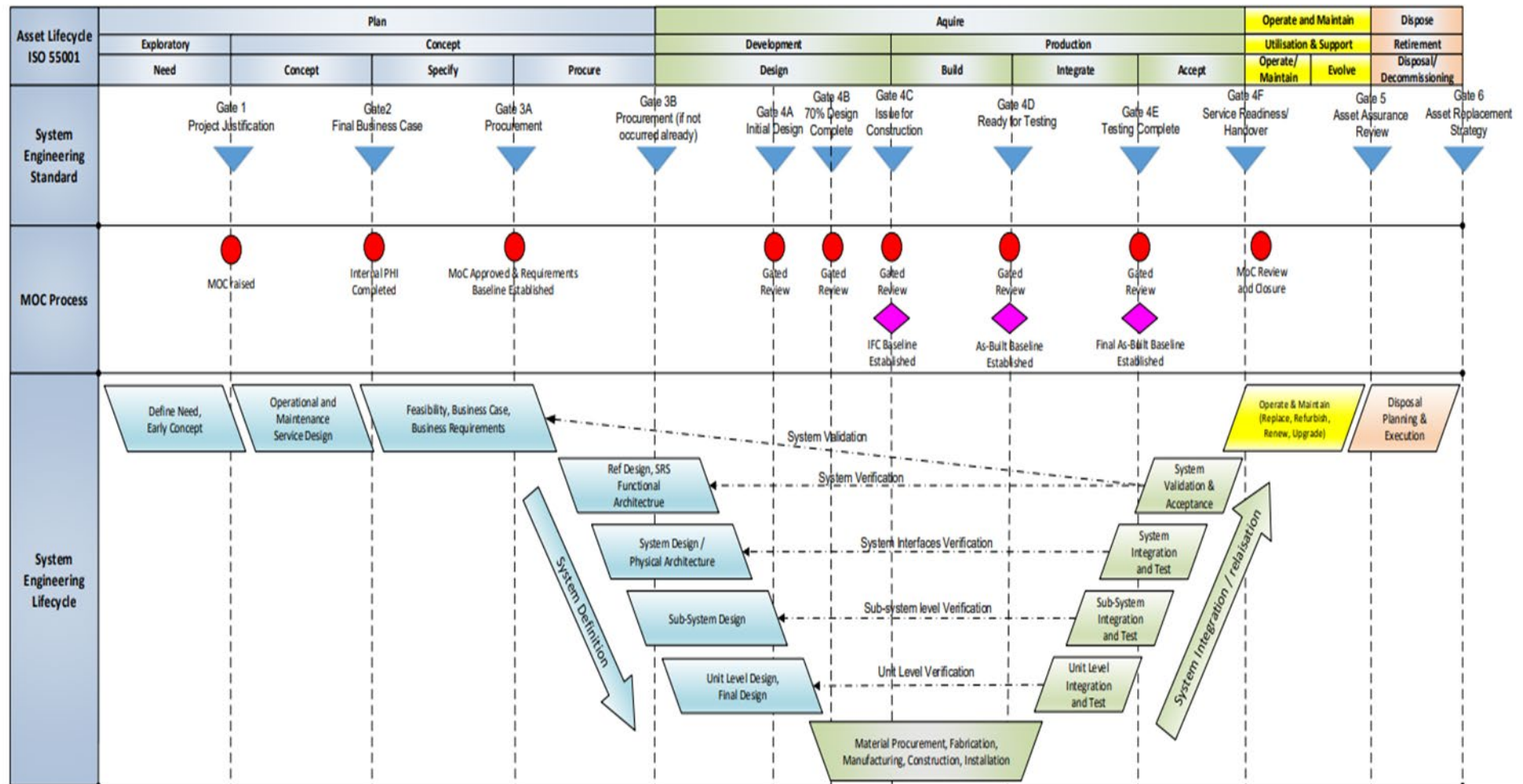


Figure 2 : System Engineering V-Lifecycle